

**DIGITAL VENTURES- MEDIA PRIMER WORKSHOP SERIES 12 – Week:**

<b>DATE</b>	<b>TIME</b>	<b>TRAINING MODULE</b>
<b>Week 1</b>	10am-12pm 12pm-12:30pm 12:30 to 2:00pm 2pm - 3:00pm <b>10 min break @ 11am &amp; 1pm</b>	Intro to Google Drive <b>Lunch</b> Google Drive cont'd / Intro to Social Media Work period
<b>Week 2</b>	10am-12pm 12pm - 12:30 pm 12:30pm -2:00pm 2:00pm - 3:00pm <b>10 min break @ 11am &amp; 1pm</b>	Intro to Social Media cont'd / Internet safety <b>Lunch</b> Intro to Canva & *Marketing/Advertising* Work period
<b>Week 3</b>	10am-12pm 12:pm - 12:30 12:30pm -1:30pm 1:30pm - 2:00pm 2:00pm - 3:00pm <b>10 min break @ 11am &amp; 1pm</b>	Audio Techniques/Audacity software <b>Lunch</b> Review of Canva assignments Overview of H4N recorder and equipment Work period
<b>Week 4</b>	10am-12pm 12pm - 12:30 pm 12:30pm -1:30pm 1:30pm - 2:00pm 2:00pm - 3:00pm <b>10 min break @ 11am &amp; 1pm</b>	*Hosting a Podcast/Interview Skills* <b>Lunch</b> *Digital Camera Techniques* *Digital Camera Assignment (Discussion)* Work period
<b>Week 5</b>	10am-12pm 12pm - 12:30 pm 12:30pm -1:30pm 1:30pm - 2:00pm 2:00pm - 3:00pm <b>10 min break @ 11am &amp; 1pm</b>	Intro to Da Vinci/Principles of Video editing <b>Lunch</b> *Recording of roundtable podcast on Zoom* Review of roundtable podcast recording Work period
<b>Week 6</b>	10 am-12 pm  2 to 4 elements of skills learned in class to create the final video assignment (Discussion) 12pm - 12:30 pm	Video editing assignment - Students will pick min   <b>Lunch</b>

12:30 - 1:00pm                      \*Using music & foley art in video (post audio)\*  
1:00 - 2:00 pm                      Adding audio to video (post audio)  
2:00 - 3:00 pm                      Work period  
**10 min break @ 11am & 1pm**

**Week 7**                      10am- 3:00pm                      Review Assignments  
12pm - 12:30 pm                      **Lunch**  
**10 min break @ 11am & 1pm**  
1:30 – 3pm                      Video  
captioning

**Week 8**                      10 am-3 pm Working w/Dave Stevens @ Ability Conference  
  
(tentative- B this could be changed)  
**Offsite team to collaborate with social media, post-production, etc.**  
12pm - 12:30 pm                      **Lunch**  
**10 min break @ 11am & 1pm**

**Week 9**                      10 am-3 pm Edge Program with Brands for Canada  
**10 min break @ 11am & 1pm**

**Week 10**                      10 am – 11:30 am                      Linkedin Profile Creation  
  
12 – 1pm                      Video Captioning assignments  
  
1:30-3pm                      Captioning review

**Week 11**                      10 am – 1pm                      Podcast creation/Interviews  
  
1:30 – 3pm                      Podcast editing techniques

**Week 12**                      10 am-3 pm                      Assignment review and learning  
  
summary